

July 2024

YEAR 7 INDUCTION DAY: WEDNESDAY 4th SEPTEMBER 2024

Dear Parent/Carer,

It was brilliant to have your daughter in last week for taster day and for so many parents to join us in the afternoon. We are so looking forward to welcoming your daughter to secondary school in September and to working with you to support your daughter in the coming years.

Information for you and your daughter:

Your daughter is in form:

The power point from the parent meeting can be found on the website here: (link)

The power point contains information around uniform, social media use and services available to support your daughter's wellbeing.

Please find our "meet the staff" welcome video from Ms Stevenson (Headteacher), Miss Allan (Year Learning Coordinator) and the year 7 tutors who all introduce themselves:

<https://youtu.be/gI2I06MHFtk?si=INWLCOjvAYdj9aM6>

Locks & lockers for September: As discussed in the parent meeting last week, lockers will be allocated to your daughter. We will also be providing a lock for your daughter free of charge. These will be given to your daughter in September. The locker is a secure place for your daughter to leave her equipment during the day, including a mobile phone if you choose for her to have one.

If you have not yet completed the admissions google form which was shared in April please do this by July 18th. As part of the transition process, we require information such as contact information to upload on to our system so we are ready for your daughter's start in September.

Please follow the instructions below.

1. Please click on the link below,
2. Please complete each section before moving on to the next section
3. Once complete please click the submit button (if a page does not appear saying thank you for submitting your information please do not worry it has still been submitted).

Link:

Information regarding Induction Day 4th September:

We are looking forward to welcoming your daughter to Swakeleys School for Girls in September. Induction Day for year 7 is Wednesday 4th September. Induction Day **begins between 8.30 and 9am** and **finishes between 1.45 and 2.05pm**. We have a staggered start and finish time like the taster day to reduce traffic and register year 7 efficiently. The induction day is a shorter day to ease them in after the summer holidays.

On induction day your daughter should arrive in full school uniform. Lanyards with ID cards, Link Books and timetables will be given on this day. The day includes activities which will support your daughter in getting to know the school and other members of their form and their form tutor.

There will be a staggered arrival and exit on this day to ease congestion, please see on the next page the arrival and exit times for your daughter's form:

Please:

- Arrive at the Clifton Gardens entrance at your allocated time in order to ensure a smooth start to the day:

Form:	Arrival Time:
AF, DS & EB	8.30 – 8.40 am
FN, JA & MC	8.40 – 8.50 am
MY & RP	8.50 – 9.00 am

Form:	Exit Time:
AF, DS & EB	1.45 pm
FN, JA & MC	1.55 pm
MY & RP	2.05 pm

- Staff will be waiting at the turning circle to meet your daughter and direct her to the hall. We ask that parents drop their daughters off here.
- Wear **full Swakeleys school uniform**.
- Bring a **packed lunch as there will be no canteen or Free School Meals available until your daughter's parent pay account is set up**. A packed lunch is needed for the first week.
- Bring a **school bag containing a pencil case**.
- PE kit is **NOT needed** on Induction Day.

If you are collecting your daughter we would appreciate that you do so **promptly** from the **drop off turning circle**. The Highfield gate will not be open on induction Day, however from Thursday 5th September it will be in use every day. We do encourage students to make their own way to and from school. Please be aware that Clifton Gardens and the front of the school can get very congested at school drop off and pick up times. Please refer to the map that you were provided with on taster day suggesting areas close to the school that can be used for drop off and pick up.

From Thursday 5th September all year 7 students must arrive to school by 8.30am and the day finishes at 3.10pm. Please be aware that the school day ends at 3.10pm every day apart from a Tuesday when the school day ends at 2.05pm.

I hope that you and your family have an enjoyable summer break.

Kind regards,

Miss Allan
Year 7 Learning Co-ordinator